

Business Ad Insertion Order

Menominee Nation News

P.O. Box 910

Keshena, WI 54135

(715) 799-5167

Date: _____

CONTACT INFORMATION:

Name: _____

Address: _____

City: _____ St: _____ Zip: _____

Phone: _____

Fax: _____

Email: _____

BILLING INFORMATION: *If different than contact info**Terms: 30 days from date of invoice*

Name: _____

Address: _____

City: _____ St: _____ Zip: _____

Phone: _____

Fax: _____

Email: _____

ADVERTISING INFORMATION:**Insert Dates or number of inserts:**

Ad Size: _____☐ Black/White ☐ Color *If color please check option below*☐ Black + 1 color \$60.00☐ Black + 2 color \$110.00☐ Black + 3 color \$165.00**Ad Cost:** _____*Each run***Discount Information:**

TYPE:

☐ Discounts apply to customer's who advertise in four consecutive issues or more. Discount taken on 2nd and 4th insert.☐ Greater discounts apply to customers to advertise in four consecutive issues and pay in advance. Discount taken on all inserts.☐ Customers who advertise for one year (24 inserts) and pay in advance receive greater savings and a free subscription (\$28 value).***Discount percentages of 10%-25% off are based on ad size, please contact us for more information***Discount Eligible:** No: _____ Yes: _____*(if yes) % off:* _____Discount applies to: ☐ 1st insert ☐ 2nd insert ☐ All inserts

Monthly cost: 1st insert: _____ 2nd insert: _____

OFFICE USE ONLY

1. Date Rec'd: _____

2. Date paid if paying in advance: _____

Receipt # _____ Amount: _____

3. Date proof sent (if applicable): _____

Additional options: *Additional fees associated with some services*☐ Please include tear sheet with billing☐ Please include publishers affidavit with billing☐ Please mail my photo back \$0.50☐ Please mail me a copy of the publication in which the advertising appeared: # of copies: _____

\$2.00 per copy/photo included

Total Cost: _____*If paying in advance, please make check or money order payable to MITW/MNN for the amount indicated above.***Submission:**

Ad provided by customer: No: _____ Yes: _____

Ad to be developed by MNN: No: _____ Yes: _____

If yes, is proof required: *(need copy approval prior to print?)*No: _____ Yes: _____ *(If yes, how would you like to receive it?)*☐ Email ☐ Fax ☐ In person

Approval signature: _____

Date: _____

*MNN staff: In lieu of signature, please attach fax or email with approval**I accept all responsibility for the inclusion of this advertisement to be published in the Menominee Nation News and agree to terms listed on this form. Also, Menominee Nation News is not responsible for any lost or damaged photos/materials while in their possession.***Signature:** _____**Date:** _____